

Media Redesign & Editor Intern



Project Title	Media Redesign & Editor Intern
Project Summary	Interested in web design? In this position you will have the opportunity to redesign the existing Vancouver Community Liaison Office website to help United States government employees and their family members transition to living in Vancouver.
Country	Canada

Project Description

- Redesign and streamline the existing WordPress website
- Create points of interest and service provider maps on Google maps
- Research local events that appeal to different demographic groups including children, teens, singles, couples, etc. and post summaries of the events
- Design and post flyers for upcoming CLO events
- Update the website calendars and post material provided by the Community Liaison Office
- Write comprehensive SOP for updating and maintaining the website

Required Skills or Interests

Skill(s)

Design thinking

Editing and proofreading

Infographic design

Research

Website design

Writing

Additional Information

This project will help employees working under Chief of Mission for the United States Consulate Vancouver

and their family members access important resources that are available to them. Prior experience using WordPress preferred. Top candidates will be virtually interviewed and supporting documents such as work samples might be requested.

Language Requirements

None